

**AGENDA**  
**REGULAR BUSINESS MEETING OF THE BOARD OF EDUCATION**  
**FRANKLIN TOWNSHIP PUBLIC SCHOOLS**  
**FRANKLIN MIDDLE SCHOOL AUDITORIUM**  
**OCTOBER 27, 2011 – 6:30 P.M.**

**CALL OF ROLL**

Mr. Richard E. Arline  
Mrs. Teletha A. Brown, President  
Mr. Delvin Burton  
Mrs. Nancy LaCorte  
Mr. Thomas J. Lewis

Mrs. Eva M. Nagy  
Mrs. Julia Presley, Vice President  
Mr. Richard Seamon  
Ms. Keisha Smith-Carrington

Student Liaisons  
Niti Patel  
Kevin Liu

Mr. Edward Q. Seto, Superintendent of Schools  
Mr. John Calavano, Assistant Superintendent for Business/Board Secretary  
Ms. Eveny Pagán, Assistant Superintendent for Curriculum & Instruction  
Mr. Brian Bonanno, Interim Director of Personnel Services  
Mr. Henry Sherren, Director of Pupil Personnel Services  
Mr. Orvyl Wilson, Director of School Management and Student Advocacy  
\_\_\_\_ Members of the Public

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

**OPEN PUBLIC MEETINGS ACT STATEMENT**

In accordance with the "Open Public Meetings Act" P.L. 1975, c. 231 (Sunshine Law), the schedule and notification of this meeting have been provided for on May 4, 2011 and October 6, 2011. Copies of this notice were faxed to the **Courier News**, the **Home News Tribune**, the **Star-Ledger**, the **Trenton Times**, Franklin Township Clerk/Manager, WCTC Radio, District Schools, Offices and Associations, PTO Presidents, and posted on the Central Administration Building notice board.

**MISSION STATEMENT OF THE FRANKLIN TOWNSHIP PUBLIC SCHOOLS**

The Mission of the Franklin Township Public Schools is to provide excellent educational opportunities that meet or exceed New Jersey Core Curriculum Content Standards for every student; maintain an environment that engenders an appreciation of the value of every student; develop every student to his/her highest potential; and instill the attitudes, skills, and knowledge necessary to become independent, contributing members of a democratic, multi-cultural society.

**DISTRICT GOALS**

**CURRICULUM AND INSTRUCTION:** *To commit to continuous improvement of student achievement through the design and alignment of rigorous curriculum to the 2009 NJCCC and Common Core Standards as evidenced by the percentage of students performing at grade level as measured by multiple measures. These measures include, but are not limited to: K-12 Running Records, High Frequency Words, Spelling Inventory, K-2 Assessment, DRA, Common Assessments, Marking Period Assessments, Mid-Terms, Final Exams, Learning Benchmarking, Pre- and Post- Assessments, Teacher Evaluations, State Assessments, Student Work, etc.*

**COMMUNICATIONS AND PUBLIC ENGAGEMENT:** *To strengthen District communication through the use of the District and school based web sites and other electronic media and to evaluate the District's need for volunteers and research ways to collect and organize data regarding potential volunteers, their interests, skills and hours of availability.*

**SAFETY AND SECURITY:** *To continue the District's efforts to change the culture and environment of our schools and to build positive relationships that promote respect, motivation for learning, and creativity in and for our students.*

**FACILITIES:** *To study the recommendations regarding educational organization and restructuring, building infrastructure and site development contained in the Long-Range Facilities Plan 2011–2021, in order to develop short- and long-term facilities options for Board of Education consideration.*

Arline	Burton	LaCorte	Lewis	Nagy	Presley	Seamon	Smith-Carrington	Brown
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## M-1 Minutes of Board Meetings

Moved:

Seconded:

Approve the minutes of the following meetings of the Franklin Township Board of Education:

- |    |         |                    |               |
|----|---------|--------------------|---------------|
| a. | Regular | September 22, 2011 | Exhibit M-1.a |
| b. | Regular | October 13, 2011   | Exhibit M-1.b |

Arline	Burton	LaCorte	Lewis	Nagy	Presley	Seamon	Smith-Carrington	Brown
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## Administration

### A-1 Travel & Related Expense Reimbursement

Moved:

Seconded:

Adopt the following resolution:

**WHEREAS**, The Franklin Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district, and

**WHEREAS**, N.J.S.A. 18A:11-12 requires Board members to receive prior approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

**WHEREAS**, A Board of Education may establish, for regular district business travel only as described in NJOMB Circular Letter 06-02, including amendments or revisions thereto, a threshold amount below which Board approval is not required; and

**WHEREAS,** The Board of Education establishes, for regular district business travel only, an annual school year threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); therefore be it

**RESOLVED**, That the Board of Education hereby approves the attendance of the listed school board members and district employees at the attached training, seminars, conferences and conventions, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and, be it further

**RESOLVED**, That the Franklin Township Board of Education authorizes in advance, as required by statute, attendance at the attached training, seminars, conferences and conventions.

*(Exhibit A-1 attached hereto and made a part of the minutes.)*

Arline	Burton	LaCorte	Lewis	Nagy	Presley	Seamon	Smith-Carrington	Brown
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**A-2 Approve School Nursing Services Plan for 2011-2012**

Moved:

Seconded:

Approve the District's 2011-2012 School Nursing Services Plan as detailed in Exhibit A-2 attached hereto and made a part of the minutes.

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Arline    Burton    LaCorte    Lewis    Nagy    Presley    Seamon    Smith-    Brown  
Carrington

**A-3 Agreement Between Education and Law Enforcement Officials**

Moved:

Seconded:

Approve the "Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials," approved by the Superintendent of Schools and recommended by the Somerset County Prosecutor's Office and the Somerset Executive County Superintendent of Schools as detailed in Exhibit A-3 attached hereto and made a part of the minutes.

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Arline    Burton    LaCorte    Lewis    Nagy    Presley    Seamon    Smith-    Brown  
Carrington

**A-4 Annual District Report of Vandalism, Violence and Substance Abuse**

Moved:

Seconded:

Approve the Annual District Report of Vandalism, Violence and Substance Abuse to be submitted to the Somerset Executive County Superintendent of Schools as detailed in Exhibit A-4 attached hereto and made a part of the minutes.

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Arline    Burton    LaCorte    Lewis    Nagy    Presley    Seamon    Smith-    Brown  
Carrington

<b>Business Affairs</b>
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**B-1 Warrants & Payrolls**

Moved:

Seconded:

Approve the following on the certification of the Board Secretary that sufficient funds are available to meet these claims (attached hereto and made a part of the minutes):

- a. General warrants and payrolls in the amount of \$13,144,595.90 identified in the bills list. (Exhibit B-1.a)
- b. Food Service Enterprise Fund warrants in the amount of \$42,588.46 for the month of July 2011, \$32,190.31 for the month of August 2011, and \$229,364.35 for the month of September 2011. (Exhibit B-1.b)

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Arline    Burton    LaCorte    Lewis    Nagy    Presley    Seamon    Smith-    Brown  
Carrington

**B-2     Transfer Of Funds**

Moved:

Seconded:

Approve Account Transfers No. 3 for the 2011-2012 school year, "per pupil" and "other than per pupil," as identified in Exhibit B-2 attached hereto and made a part of the minutes.

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Arline     Burton     LaCorte     Lewis     Nagy     Presley     Seamon     Smith-  
Carrington     Brown

**B-3     Financial Reports**

Moved:

Seconded:

Accept financial reports attached hereto and made a part of the minutes as follows:

- a. Report of the Board Secretary (A-148) (Exhibit B-3.a) (September)
- b. Report of the Treasurer (A-149) (Exhibit B-3.b) (September)
- c. Cash Reconciliation of A-148 & A-149 (Exhibit B-3.c) (September)
- d. Certification of the Asst. Supt. for Business/Board Secretary (Exhibit B-3.d) (September)
- e. Food Service Fund Financial Report (Exhibit B-3.e) (July - September)

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Arline     Burton     LaCorte     Lewis     Nagy     Presley     Seamon     Smith-  
Carrington     Brown

**B-4     Board of Education Monthly Certification**

Moved:

Seconded:

Pursuant to N.J.A.C. 6A:23-2-11(c)4 we certify that as of September 30, 2011 after review of Secretary's monthly financial report and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(b) and that sufficient funds are available to meet the district's financial obligations for the fiscal year.

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Arline     Burton     LaCorte     Lewis     Nagy     Presley     Seamon     Smith-  
Carrington     Brown

**B-5     Contract Approval**

Moved:

Seconded:

Approve the following:

- a. An agreement to participate as a member in the Central Jersey Program for Diverse Recruitment (C.J.P.R.I.D.E) for the 2011-2012 school year as detailed in Exhibit B-5.a attached hereto and made part of the minutes.
- b. An agreement between Sharon O. Maida, Ed. D. and Franklin Township Board of Education to provide Cane Travel, Orientation and Mobility Instruction for two blind/visually impaired Franklin Township students during the 2011-2012 school year (3 hours per week/approx. 40 weeks/\$115/hour), not to exceed \$14,000 – LEA funded, as detailed in Exhibit B-5.b attached hereto and made part of the minutes.

c. PULLED

- d. An agreement with New Jersey School Boards Association for online Policy Manual services from December 1, 2011 through November 30, 2012 in the amount of \$2,500 as detailed in Exhibit B-5.d attached hereto and made a part of the minutes.
- e. Inservco Insurance Services, Inc. as a third party administrator to administer the Board of Education's self-insured workers' compensation program for the term October 20, 2011 - October 19, 2014 in the premium amount of \$27,235 for year one and \$28,030 for years two and three as recommended by the Board of Education's insurance broker, Suydam Insurance Agency.
- f. A request for service with Island Photography, Port Washington, New York to provide photography services for the Franklin High School graduation as detailed in Exhibit B-5.f attached hereto and made a part of the minutes. Funded by students.
- g. An agreement with Professional Education Services, Inc. (P.E.S.I.) to provide bedside/home instruction for students admitted to Princeton House Behavioral Health Services of Princeton, NJ and require home instruction for the 2011-2012 school year. Not to exceed \$3,000 – LEA funded, as detailed in Exhibit B-5.g attached hereto and made part of the minutes.
- h. An agreement with Occupational Therapy Consultants, Inc. to provide a qualified NJ school certified Speech Language Pathologist with PROMPT experience to conduct a required evaluation for a Franklin Township student for the 2011-2012 school year. Not to exceed \$600.00 – LEA funded, as detailed in Exhibit B-5.h attached hereto and made part of the minutes.
- i. An agreement with Judith M. Hasner to provide home instruction for Franklin Township students during the 2011-2012 school year. Not to exceed \$4,000 – LEA funded, as detailed in Exhibit B-5.i attached hereto and made part of the minutes.
- j. An agreement with Education Inc. to provide bedside instruction for Franklin Township students while hospitalized during the 2011-2012 school year. Rate of \$49/hour, not to exceed \$7,000, therefore amending the annual cumulative - LEA funded, as detailed in Exhibit B-5.j attached hereto and made part of the minutes.
- k. An agreement with Somerset Handicapped Children's Treatment Center to provide Physical, Occupational and Speech Therapy Services to Franklin Township students for the 2011-2012 school year. Not to exceed \$10,000 – LEA funded, as detailed in Exhibit B-5.k attached hereto and made part of the minutes.
- l. A request for License for Play Distribution Rights Agreement with Meriwether Publishing Ltd., Colorado Springs, CO for "Shadows (anti-bullying play)", as detailed in Exhibit B-5.l attached hereto and made part of the minutes.

Arline	Burton	LaCorte	Lewis	Nagy	Presley	Seamon	Smith-Carrington	Brown
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## B-6 Insurance Policy

Moved:

Seconded:

Approve a policy with Star Insurance Company for the term October 20, 2011 - October 20, 2012 in the premium amount of \$88,261 to provide Excess Workers Compensation coverage: a) over and above our self insured plan for statutory Workers Compensation benefits and b) Employers Liability. This policy is subject to audit and premium will be adjusted at the end of the policy term based on actual payrolls per year.

Arline	Burton	LaCorte	Lewis	Nagy	Presley	Seamon	Smith-Carrington	Brown
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**C-2     Field Trip Destinations**

Moved:

Seconded:

**WHEREAS**, N.J.A.C. 6A:23A-5.8 requires prior approval of field trip destinations by a majority of the full voting membership of the Board; therefore be it

**RESOLVED**, that the Board of Education hereby approves, in advance, field trip destinations, all trips within district, local community locations, and all other schools and universities in New Jersey for academic competitions; be it further

**RESOLVED**, that the Franklin Township Board of Education authorizes, in advance, the list of destinations as detailed in Exhibit C-2 attached hereto and made a part of the minutes.

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Arline    Burton    LaCorte    Lewis    Nagy    Presley    Seamon    Smith-  
Carrington    Brown

<b>Personnel</b>
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**P-1     Personnel Report No. 6, dated October 27, 2011**

Moved:

Seconded:

As recommended by the Superintendent of Schools, approve Personnel Report No. 6. (Exhibit P-1 attached hereto and made a part of the minutes.)

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Arline    Burton    LaCorte    Lewis    Nagy    Presley    Seamon    Smith-  
Carrington    Brown

**X.     Old Business**

- Discussion of Board Goals for 2011–2012
  1. Increase public interaction and communication;
  2. The Board will gain a better understanding of the roles and authority of Board Members and the Superintendent and the processes for personnel recommendations and issues;
  3. Hold district accountable for the alignment of resources to district goals.

**XI.    Comments From The Public    *(5 minutes per speaker–any topic)***

**Note:** Any matters which arise after this agenda is posted which are so urgent that their omission would seriously affect the operation of the district will be considered at this point in the agenda.

**Alternate Location****Confidential Session    *(if deemed necessary)***

Moved:

Seconded:

Motion to adjourn to confidential session for the purpose of discussing confidential matters. Minutes of the confidential session meeting will be made public when the reason for confidentiality no longer exists.

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Arline    Burton    LaCorte    Lewis    Nagy    Presley    Seamon    Smith-  
Carrington    Brown



**Returned to open session at \_\_\_\_\_ p.m.**

**XII. Adjournment 10:00 P.M.** *(In accordance with Bylaw No. 9322)*

Moved:

Seconded:

Action to adjourn.

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Arline    Burton    LaCorte    Lewis    Nagy    Presley    Seamon    Smith-  
Carrington    Brown